

## **2009/2010 Sacramento Workshop - Questions and Answers**

<b>QUESTIONS</b>	<b>ANSWERS</b>
<p>1. The program regulations identify a financial audit requirement of,</p> <p><i>“20% of grants and cooperative agreements recipients”.</i></p> <p>If selected for audit, would a grantee be subject to an audit of <u>all</u> their projects less than three years old?</p>	<p>Projects funded prior to the 2008 Grants and Cooperative Program Agreements regulations (projects prior to the 2008/09 grant cycle) require the Department of California State Parks (the Department) to conduct an audit of one hundred percent (100%) of all projects. With the adoption of the 2008 Grants and Cooperative Program regulations, and for projects starting with the 2008/09 grant cycle and forward, the Department will randomly select and conduct an audit a minimum of twenty percent (20%) of projects.</p>
<p>2. Can OHV “in-lieu” funds received by a city or county be used for match? How can a USFS applicant find different sources of match?</p>	<p>OHV “in-lieu” funds are an eligible source of matching funds for an OHV grant project.</p> <p>Any eligible project cost may be used as a source for match. Volunteer labor relative to the project deliverables is a possible source of matching funds for federal agencies. By involving volunteer work events from several different volunteer groups, the value of this volunteer labor can be counted toward match. Costs for the applicant’s vehicles/equipment directly engaged in the project deliverables can also be used as match.</p> <p>An applicant is also allowed an Indirect Cost allowance equivalent to 10% of the grant request amount. This 10% allowance could be used for match.</p>
<p>3. Can an applicant submit a Restoration grant to fund patrol efforts to protect areas restored with a previous OHV restoration grant?</p>	<p>Yes, as stated in Section 4970.11(e)(5), signage, barriers and patrols intended to protect areas restored with OHV Restoration funds are eligible activities under an OHV Restoration project.</p>
<p>4. Are field meals an allowable expense for crews that spike out for 5 or 10 days at a time?</p>	<p>The meals as specifically identified in the question would be an eligible cost under an OHV grant project when the meals are provided to crews while they are in the course of working on the project.</p>

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<p>5. Would the public notice and public review process, required of all applicants, count as "outreach" under the evaluation criteria?</p>	<p>No. The minimum public notice and review requirement would not qualify as "outreach" under the evaluation criteria.</p> <p>For example, if an applicant maintains a year-round link to the Division website on their website, then the applicant earns points in the general evaluation criteria, question 9b. If the applicant only maintains the link temporality to satisfy the public notice requirement, then the applicant would not earn those same points.</p>
<p>6. So the only requirements for the public review process are:</p> <ul style="list-style-type: none"> <li>• Notice to interested parties/groups,</li> <li>• Published on applicant's web site?</li> </ul> <p>These are due March 1, 2010?</p>	<p>No, Section 4970.05(e)(2) of the regulations specifically requires the following:</p> <ul style="list-style-type: none"> <li>• The applicant shall notice the public <u>no later than</u> March 2, 2010.</li> <li>• The notice shall be published in the Applicant's newsletter and/or website.</li> <li>• It shall include instructions for accessing the Division Website for Application review and public comments.</li> <li>• This notice shall also be mailed and/or emailed to those persons the agency or organization determines most likely to have an interest in or be affected by the Project, and to those who have requested notice."</li> </ul>
<p>7. Does a county applicant have to submit a new governing body resolution each year or can we use a resolution for more than one year?</p>	<p>The regulations do not require an applicant to submit a <u>new</u> governing body resolution each year. A resolution can be used more than one year if the governing body gives authorization for the submission of an application as stated in Section 4970.05(m) of the regulations.</p>
<p>8. If Equipment was purchased with matching funds, not OHV Trust Funds within the last five years, is an applicant required to list the item on the Equipment inventory form?</p>	<p>No, only Equipment purchased with OHV Trust Funds within the last five years needs to be identified on the Equipment inventory form.</p>
<p>9. A USFS applicant has front desk staff and Fire Protection Officer staff that spend significant time working on OHV grant funded projects. Keeping track of each OHV contact, and corresponding</p>	<p>No. Force account labor costs charged to an OHV project have to be computed based on <u>actual</u> time worked on the project. The statistical analysis identified in the question would not qualify as <u>actual</u> time.</p>

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<p>minutes, for these staff is burdensome. The applicant would like to calculate the average percent of the day/month the staff member is directly engaged in OHV grant funded projects. The applicant would then include the estimated time as an eligible project cost/match for an OHV grant. Is this an acceptable accounting practice for California State Parks?</p>	<p>The staff identified in the question could maintain a work log, or diary that identified how much time they spent engaged in OHV project related activities. These documents would then establish an <u>actual</u> time spent on the projects which could be considered an eligible project cost.</p>
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